

# Smart Essentials on Form I-9 and E-Verify

The IowaWORKS Loess Hills ECI groups will host Joel Grauer, Department of Homeland Security to speak to our group on best practices for the Form I-9 and the use of E-Verify.

The session will cover the following topics:

- Revised Form I-9 features
- Form I-9 background/completion requirements
- Form I-9 Employee and Employer responsibilities
- E-Verify enrollment and access methods
- E-Verify business rules with static demo
- How to handle an E-Verify tentative non-confirmation (TNC)
- E-Verify web services introduction
- ICE/IMAGE Program awareness
- Additional Resources

## Meeting Details

Two locations to choose from:

### **Southwest Iowa Employers' Council Iowa School for the Deaf**

May 9, 9:00 am—11:00 am  
3501 Harry Langdon Blvd  
Council Bluffs, IA

### **Wabash Area Employers' Council Shenandoah**

May 9, 1:00 pm—3:00 pm  
Shenandoah, IA 51601

Cost:

(includes refreshments)

**Registration is requested by Tuesday, May 2nd. To register, email Cassie Paniagua, at [cassie.paniagua@iwd.iowa.gov](mailto:cassie.paniagua@iwd.iowa.gov).**



**Recertification Credit Hours Awarded: Have been requested**

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